

STATE OF WASHINGTON
OFFICE OF FINANCIAL MANAGEMENT
AMENDMENT NO. 3

“Post Audit of the Office of the State Auditor”

Request for Proposals OFM No. 10-700

OFM RFP No. 10-700 is amended to revise (1) the due date for deliverables, (2) the estimated schedule of procurement activities, (3) the proposal due date, and (4) the start date of the contract. The amendment also includes the following bidder question and answer from the Office of Financial Management. Changes are in **bold print**.

Cover Page is revised to change the proposal due date from 12 noon, Pacific Standard Time, in Olympia, Washington, on November 2, 2009 to 12 noon, Pacific Standard Time, in Olympia, Washington on **November 10, 2009**.

Section 1.2, Objectives and Scope of Work is revised to change the due date for the draft report from March 19, 2010 to **March 26, 2010** and the due date for the final deliverable from April 2, 2010 to **April 9, 2010**

Cover Page, Estimated Time Period for Contract, and Section 1.5, Period of Performance, are revised to change the start date of the contract from December 7, 2009 to **December 14, 2009**.

Section 2.2, Estimated Schedule is revised as follows:

Issue Request for Proposals	October 7, 2009
Question & answer period	October 7 - 20, 2009
Issue last addendum to RFP	October 28, 2009
Proposals due	November 10, 2009 at 12:00 noon Pacific Standard Time in Olympia, Washington
Evaluate proposals	November 13 – 16, 2009
Conduct oral interviews with finalists, if required	November 18, 2009
Announce “Apparent Successful Contractor” and send notification via fax or e-mail to unsuccessful proposers	November 20, 2009
Hold debriefing conferences (if requested)	November 23 – December 2, 2009
Negotiate contract	December 3 - 7, 2009 –
File contract with OFM	December 8, 2009
Begin contract work	December 14, 2010

Section 2.3, Submission of Proposals First Sentence is revised as follows: The proposal must be **received by the RFP Coordinator no later than 12 noon, Pacific Standard Time, in Olympia, Washington on November 10, 2009.**

Question 1. Section 1.3, Minimum Qualifications, requires:

- At least five years experience auditing governments
- At least two years experience with audits of compliance and internal controls
- Current CPA license

Do all proposed team members have to meet these requirements?

Answer 1. The primary staff member conducting the audit must possess the minimum requirements outlined in the RFP. It is not necessary for all members of the audit team to have these qualifications. The audit should be adequately planned and supervised in accordance with auditing standards.

ALL OTHER TERMS AND CONDITIONS OF OFM RFP NO. 10-700 AND AMENDMENTS NO. ONE AND TWO REMAIN IN FULL FORCE AND EFFECT.